

# This Position Is No Longer Available

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**Control Number:** 394386400

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**Job Title:** AGRICULTURE OPERATIONS MANAGER

**Department:** Department Of Homeland Security

**Agency:** Customs and Border Protection

**Job Announcement Number:** MHCMP-1326286-KLF

**This position is closed and no longer accepting  
online applications through USAJOBS.**

**The contents of the announcement can still be viewed.**

**SALARY RANGE:**

\$107,325.00 to \$139,523.00 / Per Year

**OPEN PERIOD:**

Monday, February 23, 2015 to Friday, March 6, 2015

**SERIES & GRADE:**

GS-0401-14

**POSITION INFORMATION:**

Full Time - Permanent

**PROMOTION POTENTIAL:**

14

**DUTY LOCATIONS:**

3 vacancies in the following location:

Washington DC, DC [View Map](#)

**WHO MAY APPLY:**

Current U.S. Customs and Border Protection employees with competitive status.

**SECURITY CLEARANCE:**

Top Secret

**SUPERVISORY STATUS:**

No

**JOB SUMMARY:**

***Customs & Border Protection (CBP): Securing America's Borders***

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling. DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career in CBP, the sole organization responsible

for securing the nation's borders. At U.S. Customs and Border Protection, we:

- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers, please see <http://www.cbp.gov> (<http://www.cbp.gov>).

Joining the Customs and Border Protection Office of Field Operations will allow you to use your expertise to detect and prevent terrorists and instruments of terror from entering the U.S. Apply for this exciting opportunity to strengthen Homeland Security by providing advice and consulting on programs that involve law enforcement activities related to the import and export of agriculture, commodities and baggage entering and/or exiting the United States. This position starts at a salary of \$107,325.

**Who May Apply:** Status Candidates which include:

Current U.S. Customs and Border Protection employees with competitive status.

- For definitions of terms found in this announcement, please see [http://www.dhs.gov/xabout/careers/gc\\_1303762131481.shtm](http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm) ([http://www.dhs.gov/xabout/careers/gc\\_1303762131481.shtm](http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm)).

**Organizational Location:** This position is located within U.S. Customs and Border Protection, Office of Field Operations, Office of Agriculture Programs and Trade Liaison in Washington, DC.

One or more selections may be made using this job opportunity announcement.

### **TRAVEL REQUIRED**

- Occasional Travel
- You may be required to travel.

### **RELOCATION AUTHORIZED**

- Yes
- Relocation will be paid.

### **KEY REQUIREMENTS**

- You must be a U.S. Citizen to apply for this position
- You may be required to pass a background investigation and/or polygraph
- Males born after 12/31/1959 must be registered with Selective Service

- Primary U.S. residency for the last three years (see "Other Information")
  - You may be required to pass initial and random drug testing
  - You must possess a valid driver's license
  - You must pass the CBP Ag Spec Promotional Assessment (including In-basket)
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**DUTIES:**[Back to top \(Top of Page\)](#)

In this position you will become a key member of a team of Homeland Security professionals detecting and preventing terrorists and instruments of terror from entering the U.S. Typical work assignments include:

-Establishing effective partnerships and communication with other government agencies, industry, and academic stakeholder groups -Analyzing relevant assessments to identify, characterize, and prioritize threats, vulnerabilities, and pathways tailored to CBP's prevention mission, including:

- Obtaining actionable intelligence to guide targeting, inspections, and special operations.
  - Formulating plans, policies, and procedures to counter existing and emerging threats.
  - Developing advanced screening and training programs that will enhance CBP's biothreat interdiction capabilities at ports of entry.
  - Overseeing the overall planning, direction, and timely execution of a program or several program segments.
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**QUALIFICATIONS REQUIRED:**[Back to top \(Top of Page\)](#)

**GS-14:** You qualify at the GS-14 level if you possess one (1) year of specialized experience that equipped you with the skills needed to perform the job duties. Examples include managing a professional, technical, and/or administrative program or program segment that had regional/multi-state impact and where you provided expert and authoritative advice on program issues to officials of other organizations.

**Education/Experience Requirement:** You must have successfully completed a full 4-year course of study in an accredited college or university leading to a bachelor's or higher degree that included a major field of study in biological sciences (including botany, entomology, and plant pathology), agriculture,

natural resource management, chemistry, or related disciplines (e.g., ecology). If you have not completed the above described education, you must have completed at least 24 semester hours in biological sciences, agriculture, natural resource management, chemistry or a related discipline at an accredited college or university plus appropriate experience or additional education. Examples of qualifying experience may include working in such areas as pest management, environmental monitoring, farm management, agricultural commodity importation and/or exportation, or other related experience in pest/pathogen detection, regulation, eradication, and control.

**Transcripts:** If you have never held a position in the GS-0401 series with Customs and Border Protection, you are required to submit a copy of your transcripts with your application.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- Meet all qualification requirements, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current Federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the Federal service) by Friday, March 06, 2015.

**Promotion Eligibility Rules as of October 1, 2013 (Directive No. 51332-022B):** CBP requires competition for selection into supervisory and managerial positions for occupations covered by competency-based assessments.

- Candidates for this GS-14 supervisory/managerial position must have competed for and served in a permanent or temporary GS-13 second-line or higher supervisory position or in a permanent GS-13 managerial position.
- The above requirement does not apply if you currently hold or previously held a permanent supervisory or managerial GS-14 or higher position.

**Security Clearance:** These positions require a security clearance. If selected for one of these position, you should be able to obtain and maintain a minimum of a Secret clearance for 1 of the vacancies and a Top Secret Clearance for 2 of the vacancies.

**Motor Vehicle Operation:** You must possess a current valid State driver's license at the

time of appointment.

**Data Systems:** You will be required to maintain access to all data systems necessary for duty execution.

**Training:** You may be required to attend 8-12 weeks of paid training at the Professional Development center in Frederick, Maryland.

### **HOW YOU WILL BE EVALUATED:**

Qualified U.S. Customs and Border Protection (CBP) candidates will be ranked on the basis of the scores received on your Agriculture Specialist Promotional Assessment. Competitive applicants must have a valid test score when the announcement opens, or we cannot consider you for this position. Alternate Staffing (Non-Competitive) Candidates need not have a current, valid test score. Alternate Staffing (Non-Competitive) candidates include applicants who have permanently held a position at the highest grade announced or higher.

Your application record will remain in a pending status until after the announcement closes, at which time we will upload test scores. If you have completed the assessment questionnaire and have uploaded all required documents for this announcement, there is nothing further you need to do at this time.

If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, see View Occupational Questionnaire (<https://ApplicationManager.gov/Questionnaire.aspx?ID=5286395&PreviewType=Questionnaire>).

### **Knowledge, Skills, Abilities and Other Characteristics (KSAOs):**

Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

Knowledge of laws and regulations related to the import and export of agricultural goods.

- Skilled in providing expert technical guidance to others both inside and outside Customs and Border Protection
- Ability to provide direction in accomplishing the gathering, review and analysis of a wide range of regulatory requirements and records checks.

**Agency Career Transition Assistance Program (CTAP) eligibility:** If you have never worked for the federal government, you are not CTAP eligible. Information about CTAP eligibility is on the OPM's Career Transition Resources website at:

[http://www.opm.gov/Reduction\\_In\\_Force/employee\\_resources/ctap/Employee-Guideline\\_CTAP.asp#3a](http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a) ([http://www.opm.gov/Reduction\\_In\\_Force/employee\\_resources/ctap/Employee-Guideline\\_CTAP.asp#3a](http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a)). To be considered well qualified under CTAP, you must be rated at a minimum score of 85 for this position. In addition, you must submit the supporting documents listed in the "Required Documents" section of this announcement.

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## **BENEFITS:**

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DHS offers competitive starting salaries and an attractive benefits package, including: health, vision, dental, life and long-term care insurance, Thrift Savings Plan (similar to a 401(k)), Flexible Spending Account, retirement plan, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, telework, tuition reimbursement, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers a variety of employee training and development opportunities. For more information, please go to [www.dhs.gov/careers](http://www.dhs.gov/careers) (<http://www.dhs.gov/careers>) and select "Benefits".

## **OTHER INFORMATION:**

This position is not covered under the bargaining unit.

**Background Investigation:** Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (i.e., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy) and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled

substances. Entry into this position may require that you successfully pass a polygraph examination. For more information, please see: [http://www.cbp.gov/xp/cgov/careers/apply/mandatory\\_back\\_invest.xml](http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml) ([http://www.cbp.gov/xp/cgov/careers/apply/mandatory\\_back\\_invest.xml](http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml)).

**Probationary Period:** Current and former federal employees may be required to serve or complete a probationary period.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about E-Verify here, <http://www.uscis.gov/e-verify> (<http://www.uscis.gov/e-verify>), including your rights and responsibilities.

Every individual receives a fair opportunity throughout the Federal recruitment and hiring process. To learn more, click on the link [https://hru.gov/Studio\\_Recruitment/tools/Mythbuster\\_on\\_Federal\\_Hiring\\_Policies.pdf](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf) ([https://hru.gov/Studio\\_Recruitment/tools/Mythbuster\\_on\\_Federal\\_Hiring\\_Policies.pdf](https://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf))


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## HOW TO APPLY:

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To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to **(478) 757-3144** .

You must print a copy of and document your responses to the assessment questionnaire View Occupational Questionnaire (<https://ApplicationManager.gov/Questionnaire.aspx?ID=5286395&PreviewType=Questionnaire>) using OPM Form 1203-FX ([http://www.opm.gov/Forms/pdf\\_fill/OPM1203fx.pdf](http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf)) ([http://www.opm.gov/Forms/pdf\\_fill/OPM1203fx.pdf](http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf)), and the official fax cover sheet: <http://staffing.opm.gov/pdf/usascoversheet.pdf> (<http://staffing.opm.gov/pdf/usascoversheet.pdf>). Please include job opportunity announcement ID 1326286 and provide your



SSN, name, and address using the exact name you used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

**Applications and supporting documentation will not be accepted by mail or email.**

The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on Friday, March 06, 2015**

**REQUIRED DOCUMENTS:**


- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- **Your responses to the job questionnaire** **View Occupational Questionnaire** (<https://ApplicationManager.gov/Questionnaire.aspx?ID=5286395&Pre-viewType=Questionnaire>)
- **Transcripts:** If you have never held a position in the GS-0401 series with Customs and Border Protection, you are required to submit a copy of your transcripts with your application.
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a separation notice; your most recent SF-50B (noting your current position, grade level and duty location); a current (or last) performance rating of record of at least fully successful or equivalent; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a Military Department of National Guard Bureau notification that you are retired under 5 U.S.C. 8337(h) or 8456.
- ***Veterans preference points are not applicable to Merit Promotion announcements; veterans documentation is required only to verify eligibility.***

- You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

**It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate.** Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.

**AGENCY CONTACT INFO:**

CBP HIRING OFO STAFFING

Phone: (952)857-2932 

Email: CBPHIRING-OFOSTAFFING@CBP.DHS.GOV

Agency Information:

CBP Minneapolis Hiring Center

5600 American Blvd

Suite 700

Bloomington, MN

55437-1450

USA

**WHAT TO EXPECT NEXT:**

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts at: <https://my.usajobs.gov/Account/NotificationSettings.aspx> (<https://my.usajobs.gov/Account/NotificationSettings.aspx>). If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

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